

HOUSATONIC COMMUNITY COLLEGE
JOB OPPORTUNITY

LIBRARIAN

Community College Professional 18-12
Full-time, 12-Month, Tenure-Track Position

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

- ANTICIPATED START DATE:** January 2014 - *Appointment contingent upon funding approval*
- MINIMUM QUALIFICATIONS:** Master's degree in Library Science from an American Library Association accredited institution and a strong commitment to public services. Candidate must be able to demonstrate a wide range of ability/experience in the library areas of reference, circulation, and bibliographic instruction/informational literacy. Must be able to demonstrate excellent organizational skills; ability to work independently and ability to work in a team; strong commitment to student/public services; computer literacy and skill with job related technology; knowledge and use of electronic resources; effective oral, written, and online communications. Candidate must be self-motivated, well organized, able to handle multiple demands, and be flexible and creative. Candidate must be able to work with a diverse population of students, faculty, staff, and community members.
- Applicants who do not meet the minimum qualifications as stated are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position and by providing appropriate references. Exceptions to the degree requirements may be made for compelling reasons.
- PREFERRED QUALIFICATIONS:** Experience with developing and administering learning assessment tools, experience in an academic library and NEASC accreditation. Proficient in Microsoft Office suite and ability to conduct data analysis.
- RESPONSIBILITIES:** Working under the direction of the Director of Library Services, the candidate performs a wide range of professional responsibilities in the library, which may include information literacy instruction; reference and circulation services (including supervision of student workers); technical services; acquisitions; collection development and developing strategies for expanding utilization of the collections. Other duties may be assigned. This position requires working some evenings as assigned.
- ANNUAL SALARY:** \$59,471 approximate annual salary with full benefits package
- TO APPLY:** Submit a **letter of interest, current resume** and **completed (typed) Connecticut Community College Employment Application*** to:
- INCOMPLETE APPLICATION MATERIALS WILL NOT BE ACCEPTED.**
- Human Resources Department
Librarian Search
Housatonic Community College
900 Lafayette Boulevard
Bridgeport, CT 06604, or
- NO FAXES PLEASE**
- E-mail: ho-humanresources@hcc.commnet.edu (**8 PAGES OR LESS**)
- APPLICATION DEADLINE:** Application materials must be **RECEIVED** on or before **DECEMBER 12, 2013.**

*Available online at http://www.hcc.commnet.edu/HR/apps/State_App_UnclassEEO-2012.docx.
(Application must be completed in its entirety; references to resume or CV are not acceptable.)

Posted: 10/29/13

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.